



COLOTRUST Board of Trustees Position Description

OFFICE: One of twelve members of the Board of Trustees

TERM: Three years

QUALIFICATIONS: Must be the designee* of a Participant in good standing in COLOTRUST. Trustee should possess a working knowledge of cash management and money market funds.

REQUIREMENTS:

Minimum Annual Time Requirements:

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| • 4 to 6 Board of Trustee meetings | 24-36 hours |
| • Annual Retreat (2 days) | 48 hours plus travel |
| • Standing committee meetings | Up to 36 hours |
| • Attendance at activities, e.g., local Participants meetings and annual meetings of appropriate Participant organizations such as CASBO, CML, or SDA. | Variable |
| • Preparation and planning | 60 hours |
| • Training, education, conferences | Variable |

Participation Requirements:

Attend meetings and provide vision and leadership.

RESPONSIBILITIES: As listed in the COLOTRUST Indenture, oversight of the general management and responsibilities for the affairs of COLOTRUST. This includes but is not limited to:

- Administer the Trust and the affairs of the Trust.
- Supervise the Investment Policy of the Trust.
- Prepare quarterly and annual reports to Participants.
- Conduct elections for Board of Trustee vacancies.
- Acquire or dispose of Trust assets.
- Create and serve on subcommittees to assist in the operation of the Trust.
- Incur and authorize payment for expenses of the Trust.
- Contract, appoint, retain, and employ such persons as may be necessary in the operation of the Trust.

The Board retains responsibility for all of the items listed above but has contracted with an Investment Advisor/Administrator to manage the daily activities of the Trust.

COMPENSATION: Trustee is a voluntary position with no monetary compensation. Trustees are reimbursed for travel and other reasonable expenses.

*As defined in the COLOTRUST Indenture.